

**BOARD OF SELECTMEN MEETING
MONDAY, MAY 9, 2016
6:00PM AT TOWN OFFICE BUILDING
240 SPRINGFIELD STREET, WILBRAHAM, MA
MINUTES**

PRESENT: Chairman Robert J. Boilard (presiding); Selectmen Susan C. Bunnell and Robert W. Russell; Town Administrator Nick Breault and Candace Ouillette Gaumond, Administrative Assistant to the TA/BOS.

EXECUTIVE SESSION

The Board of Selectmen will meet in Executive Session, per M.G.L. c. 30A, § 21(a)(3) to discuss strategy with respect to litigation if an open meeting may have a detrimental effect on the position of the Board of Selectmen, and the Chair so declares; per M.G.L. c. 30A, § 21(a)(6) to consider the purchase, exchange, lease or value of real property if an open meeting may have a detrimental effect on the negotiating position of the Board of Selectmen, and the Chair so declares; per M.G.L. c. 30A, § 21(a)(3) to discuss strategy with respect to collective bargaining if an open meeting may have a detrimental effect on the bargaining position of the Board of Selectmen, and the Chair so declares; and per M.G.L. c. 30A, § 21(a)(2) to conduct a strategy session in preparation for negotiations with nonunion personnel.

Chairman Boilard announced that the Board of Selectmen was going into Executive Session for the following reasons: per M.G.L. c. 30A, § 21(a)(3) to discuss strategy with respect to litigation; per M.G.L. c. 30A, § 21(a)(6) to consider the purchase, exchange, lease or value of real property; per M.G.L. c. 30A, § 21(a)(3) to discuss strategy with respect to collective bargaining; and per M.G.L. c. 30A, § 21(a)(2) to conduct a strategy session in preparation for negotiations with nonunion personnel. He also declared that the Board was entering into Executive Session because discussion in open session may have a detrimental effect on the Board of Selectmen and the Town's negotiating, bargaining and overall position. Chairman Boilard informed that upon conclusion of the Executive Session, the Board would return to General Session to address matters on the Board's meeting agenda.

MOTION: Made (Bunnell) and seconded (Russell) to go into Executive Session, per M.G.L. c. 30A, § 21(a)(3), to discuss strategy with respect to litigation if an open meeting may have a detrimental effect on the position of the Board of Selectmen, and the Chair so declares; per M.G.L. c. 30A, § 21(a)(6) to consider the purchase, exchange, lease or value of real property if an open meeting may have a detrimental effect on the negotiating position of the Board of Selectmen, and the Chair so declares; per M.G.L. c. 30A, § 21(a)(3) to discuss strategy with respect to collective bargaining if an open meeting may have a detrimental effect on the bargaining position of the Board of Selectmen, and the Chair so declares; and per M.G.L. c. 30A, § 21(a)(2) to conduct a strategy session in preparation for negotiations with nonunion personnel; and upon conclusion return to General Session. Approved by each Selectman voting affirmatively in a roll call vote; (Boilard, yes; Bunnell, yes, and Russell, yes.) Approved 3-0.

PLEDGE OF ALLEGIANCE

The Board of Selectmen returned from Executive Session at 7:07pm. Chairman Boilard apologized for the late start; and announced, in accordance with Mass. General Law Chapter 30(A), section 20(e), that the Selectmen's meeting was being recorded by Wilbraham Public Access. He then asked if there was anyone present in the audience, who was also recording the meeting tonight. No one indicated that they were recording the meeting tonight. Chairman Boilard asked that the minutes reflect as such.

APPOINTMENTS WITH THE BOARD

Annual Town Meeting Preparation Discussion

Chairman Boilard asked George Reich, Town Moderator, if he had any questions. Moderator Reich reported that he worked with Treasurer Sullivan on the Warrant's Consent Agenda items. He informed that this year the number of Consent Agenda items was expanded. Initially, Articles 8; 10, 12 and 15 were part of the Consent Agenda; however, those Articles were too large to be part of the Consent Agenda so they were removed. The

Warrant will still have the asterisks suggesting those Articles are part of the Consent Agenda but Moderator Reich will make an announcement that those items have been taken out of the Consent Agenda. Moderator Reich made a recommendation about announcing the Consent Agenda Articles. He also suggested that at such time, the audience be directed to examine the motion handouts as opposed to the Warrant.

Moderator Reich mentioned that School will erect velvet ropes to section off the back section of the auditorium during Town Meeting to encourage seating in the front area first.

Moderator Reich asked if the Selectmen had any thoughts as to what they wanted to read during the Warrant's budget Article. Chairman Boilard inquired what the Finance Committee thought about reading the budget Article. Nancy Johnson, Town Accountant, suggested that Town Meeting be referred to the Exhibit for Article 7 during the budget discussion. Moderator Reich stated that he could not recall a Town Meeting where someone questioned a line item within the budget. Selectmen Russell suggested that Moderator Reich makes it clear during Town Meeting that questions will be addressed. Moderator Reich agreed. The Selectmen were comfortable with the Warrant changes.

Moderator Reich mentioned that the only other changes, if required, would be to appoint three Counters from the meeting. Moderator Reich would swear in the Counters. Chairman Boilard asked if Moderator Reich would swear the Counters in during Town Meeting. Moderator Reich replied yes. He said that he would attempt to have three Counters, (one democrat; one republican and one independent.)

Beverly Litchfield, Town Clerk, raised a question about the Petitioned Article. She questioned the wording of the Article because it was slightly different than the wording of the motion. The representative of the Petitioned Article said that she was comfortable with the wording of the motion and Article. Moderator Reich asked if the representative would speak at Town Meeting about the Petitioned Article. She stated that she would be available to speak about the Article at Town Meeting.

Attorney Stephen Reilly, Town Counsel, asked who was presenting about the Mount Marcy Article. It was mentioned that Joe Calabrese, Chairman of the Open Space and Recreation Committee, would be speaking about that Article.

Chairman Boilard asked about the presenters for the Community Preservation Committee (CPC) Articles. Discussion ensued as to who would be presenting on each of those Articles. Attorney Anna Levine, Finance Committee member, suggested that the article relative to the ADA bathroom should have presenters from the Commission on Disability.

Moderator Reich informed that he will be positioned on the Auditorium floor; and the Finance Committee will be positioned on the stage during Town Meeting. Discussion about where everyone would be set up during Town Meeting occurred amongst the parties. Moderator Reich also informed that there will be a wireless microphone on hand to bring to people who would like to speak from their seats.

Chairman Boilard recommended that the Board of Selectmen take five motions at a time so it will limit the amount of times people are getting up and down, from and to the podium. The Selectmen decided to make three motions at a time before switching who presents the motions. It was decided that Chairman Boilard will make the motion for the Consent Agenda Article and then motions for the three following Articles before switching to the next Selectmen who will make motions.

Daniel Miles, Chairman of the Finance Committee, mentioned that the Finance Committee will be meeting prior to Town Meeting to discuss the Committee's recommendation relative to the Mount Marcy CPC Article. Mr. Miles will explain any changes at Town Meeting. Attorney Levine asked if one of the CPC Articles does not pass at Town Meeting is there a minimum amount required to spend. Treasurer Sullivan responded that the monies would just stay within the CPC fund.

Selectman Russell asked Moderator Reich if the Meeting discussion went late into the night, when would he call the meeting for continuation on the next night. Moderator Reich stated that at 11:00pm, he would call the meeting close and continuation of the meeting to follow the next night. However, he said if its 11:00pm and there is only one more Article to discuss he would allow the meeting to continue.

The Petitioned Article representative asked if the Petitioned Article could be moved up on the Town Meeting Warrant. Moderator Reich indicated that the Warrant would stay as is. He would not accept moving articles at this time.

Town Administrator Breault reviewed the script for Blackboard Connect. Selectman Bunnell asked about the presentation for Sergeant Sowell. Administrative Assistant Gaumond informed that the family would be present at the meeting. Sergeant Sowell's wife would be accepting the proclamation on her husband's behalf. Moderator Reich will open the Town Meeting and then the presentation for Sergeant Sowell will begin.

Jeffrey Smith, Chairman of the Planning Board, announced the Planning Board's Articles on the Town Warrant. He reviewed what the Articles are and who would be presenting the information about the Article during Town Meeting.

Stanley Kowalski, from FloDesign, asked who within the Town should receive the onscreen presentations prior to Town Meeting. Moderator Reich stated that the presentations should go to Nathan DeLong in the Wilbraham IT Department.

Chairman Boilard asked about the Bylaw Study Committee presentations. John Broderick, Chairman of the Bylaw Study Committee, stated that Committee members will be making the presentations for the Bylaw Study Committee Articles. Mr. Broderick mentioned that there was language change in the Article related to the Dog officer. He further explained the change.

Community Fest was discussed. Administrative Assistant Gaumond shared information about the various events occurring at Community Fest, such as musical performances, twenty-five community groups at the Fest, tours of the high school, food and childcare will be offered. She also gave kudos and recognition to Tracey Plantier for all her help in organizing the event.

Hearing to Amend a Section 15: Alcoholic Beverages Package Store License – Fettes Family, Inc. dba Wilbraham Wine & Spirits

Attorney Dusel, representing the Fettes Family, and Mr. Fettes, Director, were present for the discussion. Attorney Dusel explained that this is a petition to amend the liquor license so to allow a Pledge of License so Fettes' can move forward with refinancing. He clarified that the Pledge of License was part of Mr. Fettes' refinancing of the store. Mr. Fettes owns the store; and he refinanced the property with a Bank. As a result, he is asking for a Pledge of License for the cross collateral. Attorney Dusel pointed out that Fettes Family, Inc. dba Wilbraham Wine & Spirits is up to date in its filing of taxes and has a Certificate of Good Standing from the Massachusetts Department of Revenue. Attorney Dusel further explained the legal process relative to the Pledge of License.

MOTION: Made (Bunnell) and seconded (Russell) to amend a Section 15: Alcoholic Beverages Package Store License for Fettes Family, Inc. dba Wilbraham Wine & Spirits, 2771 Boston Road, to reflect a pledge of license; and forward said application to the Alcohol Beverages Control Commission (ABCC) for review and approval. Approved 3-0.

Consideration of Supporting Hampden-Wilbraham Regional School District's Carol White Physical Education Program "PEP" Grant – Gina Kahn, Safe and Healthy Students Program Director

Ms. Kahn explained the Carol White Physical Education Program “PEP” grant is available again. The Hampden-Wilbraham Regional School District (HWRSD) has applied in the past for this grant; however, HWRSD has been unsuccessful in obtaining it. Ms. Kahn said that the program is available again; and the HWRSD would like to reapply for this grant funding again. She indicated that the application would be considered more favorable if it was supported by the Town’s Board of Health and the School District.

Ms. Kahn shared some of the advantages the program and grant funding would offer to HWRSD, including:

- Rebuilding a nutrition program;
- Support of the Physical Education program;
- Afterschool programs;
- Partnering with the YMCA to engage children in more activity during recesses;
- Incorporating structured play to promote physical activity for the brain and body, collaboratively
- Potentially hiring one or one and half nutrition teachers for HWRSD.

Ms. Kahn informed that the grant is a three year grant funded program. It is estimated budget is \$350,000 to \$400,000 range.

Selectman Bunnell asked a question regarding certain aspects of the program. She also wondered if Ms. Kahn spoke to the Department of Public Works (DPW) and Anthony Aube, Executive Director of Wilbraham Public Access, about the grant program as of yet. Ms. Kahn responded; and also informed that she has not, but would speak with DPW and Director Aube. Selectman Bunnell asked if the program would restore Project Adventure programming. Ms. Kahn stated yes. Selectman Bunnell thought that this was a great idea and indicated her support of the grant application.

Ms. Kahn explained the next steps she would take in completing the grant application. She also mentioned the role Lorri McCool, Health Inspector, would play in this programming as would be indicated in the grant application. Chairman Boilard asked if this program would bring back the Presidential Fitness Award. Ms. Kahn responded to Chairman Boilard’s question. She then reviewed the six areas of the program and other interesting information relative to the program and grant application.

Selectman Russell questioned if the monies would go to capital improvements and the labor it would involve. Ms. Kahn responded. She also indicated that when the funding ceases at the end of the three years, HWRSD is looking to maintain the program. The program is structured as follows: HWRSD matches funding by ten percent the first year; twenty percent the following year; and so on. She indicated that the matching funding could be in-kind funding. She explained how HWRSD would meet the grant requirements to match funding.

Chairman Boilard asked if the program required testing or assessments. Ms. Kahn replied that the program did not require written testing. She explained the measurements required for the program.

Selectman Bunnell requested that there be language changes to the application. Ms. Kahn agreed to change the language from “pursue” to “explore”.

Before concluding, Ms. Kahn shared with the Selectmen an invitation to attend an upcoming drug forum, scheduled for June 11, 2016. She indicated that she would be happy to have representation from the Town present at the forum; and provided further information about the event.

MOTION: Made (Bunnell) and seconded (Russell) to approve the Agreement in support of the Hampden Wilbraham Regional School District Carol White Physical Education Project, Fit to Learn and abide by the requirements as set forth in said Agreement; and authorize the Chairman to sign said Agreement on behalf of the Board of Selectmen. Approved 3-0.

License Applications – Scott Stawas of Krazy Jake’s

- Application for Entertainment License (1 event)
- Two Applications for Section 14: Special Alcohol License (1 day license)

Mr. Stawas informed that Krazy Jakes’ would like to have an outside event on May 30, 2016. The event will include cooking outside and the serving of beer and wine in the enclosed area. There will be activities. Luso Credit Union will also be offering activities at the event. Mr. Stawas also said that he would like to include live music/entertainment during the event, which would entail a three man acoustic band, from 1:00pm to 4:00pm. However, he was asking for the time to be approved as 12:00pm to 6:00pm so that there is some leeway with the coordination. Mr. Stawas stated that if it rains on May 30, the event would be conducted inside the restaurant, including the entertainment.

MOTION: Made (Bunnell) and seconded (Russell) to approve a one day Entertainment License to Scott Stawas of Krazy Jakes to allow live and recorded music and D.J. at a public celebration of Memorial Day event, scheduled for May 30, 2016, from 12:00pm to 6:00pm, at Krazy Jake’s, 2537 Boston Road, on outside patio area; and pending public safety review, on the chance of rain, the license will allow for indoor entertainment on said date. Approved 3-0.

MOTION: Made (Bunnell) and seconded (Russell) to grant a Section 14: Special Alcohol License to Scott Stawas of Krazy Jake’s for sale of wine and malt beverages at a public celebration of Memorial Day to be held on May 30, 2016, from 12:00pm to 6:00pm, at Krazy Jake’s, 2537 Boston Road, on outside patio area; pending public safety review. Approved 3-0.

MOTION: Made (Bunnell) and seconded (Russell) to grant a Section 14: Special Alcohol License to Scott Stawas of Krazy Jake’s for sale of wine and malt beverages at a private graduation party to be held on June 11, 2016, from 1:30pm to 5:00pm, at the Spec Pond Pavilion, 2540 Boston Road, Wilbraham. Approved 3-0.

OPEN SESSION

Town Administrator’s Report

Town Administrator Breault reported that there is an anti-harassment training scheduled on Tuesday, May 24, 2016, at 10:00am. He also shared that the Town’s Memorial Day Ceremony will be held on May 29, 2016 at Crane Park. If the Selectmen are attending, RSVP’s should go to Laurie Kozak, Director of the Department of Veterans’ Affairs. Selectman Bunnell indicated that she would attend and speak on behalf of the Selectmen. Administrative Assistant Gaumond said that she would let Director Kozak know about Selectman Bunnell’s attendance, etc.

Board of Selectmen Updates

Selectman Bunnell said that she attended the Congressional Gold Medal Ceremony, where Congressman Richard Neal presented a Medal to Sergeant James Sowell, who received the award in 2007 from President Bush for his service as a Tuskegee Airman. She said that Director Kozak attended the ceremony as well as Sgt. Sowell’s family, members of the Wilbraham Police and Fire Department and two Springfield Television Networks. Selectman Bunnell informed the audience that the Selectmen would be presenting Sgt. Sowell with a proclamation at the beginning of Town Meeting.

She also shared that she was attending the meeting of the Massachusetts Municipal Association’s Committee on Policy of the Energy and Environment this week in her capacity as a Selectmen. Selectman Bunnell also mentioned that she attended the weather spotting training on Thursday night held at the Fire Station.

Citizens Open Forum

Chairman Boilard asked if there was anyone present who wanted to speak during the Citizen Open Forum. Gregorgy Chaconas, of 19 Red Bridge Road, suggested that some of the dead trees along Chilson and Red Bridge Road be cut and, or removed while the Red Bridge is closed. He mentioned that some of the dead trees have a circumference of six to eight feet and are hanging over wires. He noted that some of the tree limbs are eight to fourteen inches in diameter. If those limbs come down, it will pull the wires down as well. Mr. Chaconas counted that there are twelve trees in particular that should be addressed. Chairman Boilard indicated that the Selectmen would have the Tree Warden examine the trees. Selectman Bunnell suggested that National Grid be contacted as well to assist with the tree work. Discussion ensued.

OLD BUSINESS

Petition for Keno to Go at Main Street Mart

The Board of Selectmen is still waiting on information from the Massachusetts State Lottery relative to this matter. For this reason, the matter was tabled.

Approval of Hiring Policy

This matter was tabled until a later date.

NEW BUSINESS

Amend the Contract Between Town of Wilbraham and Highway Rehabilitation Corp. Relative to Hot in Place Recycling Services

Administrative Assistant Gaumond informed that the Department of Public Works is requesting that the contract be extended until August so that the work can be completed. Chairman Boilard asked if there were any questions. None were offered.

MOTION: Made (Bunnell) and seconded (Russell) to amend the Contract, and general conditions of said contract, dated June 3, 2014, between the Town of Wilbraham and Highway Rehabilitation Corp., relative to the "Hot In Place Asphalt Recycling 2014" to reflect the extension of the time of completion until August 1, 2016; and authorize the Director of the Department of Public Works, or his designee, to sign and process all necessary documents pertaining to the amendment of said Contract. Approved 3-0.

Sewer Commitment

A motion was made.

MOTION: Made (Bunnell) and seconded (Russell) to approve a Sewer Commitment in the amount of \$366,047.47 for October 1, 2015 to April 1, 2016, billing cycle as per a memo from E. Miga, Jr., Town Engineer/Director of Department of Public Works, dated May 9, 2016. Approved 3-0.

LICENSING AND OTHER APPROVALS

Application for Seasonal Camp License

- Wilbraham Parks and Recreation Dept.'s Spec Day Camp
- All American Gymnastics Summer Camp

Chairman Boilard asked if there were any questions. No questions were asked.

MOTION: Made (Bunnell) and seconded (Russell) to grant a seasonal camp license for the calendar year 2016 to Wilbraham Parks and Recreation Department's Spec Day Camp and All American Gymnastic Academy's Summer Camp; pending the health inspector's inspection and approval. Approved 3-0.

Wilbraham Knitters

- Request for Public Property Use
- Banner or Sign Request

Chairman Boilard asked if there were any questions. None were offered.

MOTION: Made (Bunnell) and seconded (Russell) to grant permission to the Wilbraham Knitters for use of public ways and sidewalks for the Annual Knit in Public Day gathering on June 18, 2016 from 10:00am to 2:00pm at Crane Park. Approved 3-0.

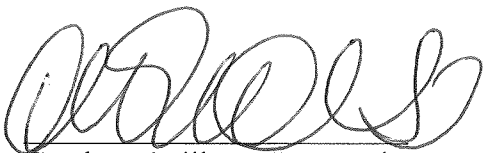
MOTION: Made (Bunnell) and seconded (Russell) to approve the placement of signs at the following locations: Gazebo Park and Crane Park, to be installed on June 4, 2016, and removed by June 18, 2016, after the Wilbraham Knitters' Annual Knit in Public Day gathering has concluded. Approved 3-0.

MINUTES OF MEETINGS

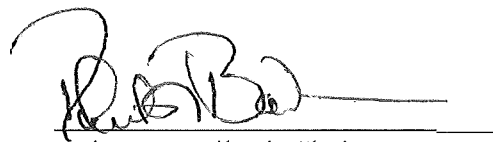
- February 29, 2016
- March 21, 2016
- April 4, 2016 executive
- April 8, 2016
- April 29, 2016
- March 28, 2016
- ~~October 13, 2015 executive~~
- ~~November 5, 2015 executive~~
- ~~December 7, 2015 executive~~
- ~~March 7, 2016~~
- ~~April 4, 2016~~
- ~~April 11, 2016~~
- ~~April 11, 2016 executive~~
- ~~April 25, 2016~~
- ~~April 25, 2016 executive~~

Selectman Bunnell asked that some of the language in the minutes be changed. For this reason, the minutes were tabled until Monday, May 16, 2016 meeting.

Having no further business, the Board of Selectmen adjourned at 8:11pm.



Candace Ouillette Gaumond
Administrative Assistant to the TA/BOS



Robert J. Boilard, Chairman



Susan C. Bunnell, Vice Chairman



Robert W. Russell, Clerk

